



DEPARTMENTS OF THE ARMY AND THE AIR FORCE
FLORIDA NATIONAL GUARD
Office of the Adjutant General
St. Francis Barracks, P.O. Box 1008
St. Augustine, Florida 32085-1008



STATEWIDE

ACTIVE GUARD RESERVE (AGR) - VACANCY ANNOUNCEMENT # 150-10A

OPEN TO: CURRENT ON-BOARD AGR FLORIDA NATIONAL GUARD MEMBERS ONLY!

POSITION: IG NCO-INSPECTOR

UNIT: JFHQ-IG

OPEN DATE: 29 OCT 10

LOCATION: ST. AUGUSTINE

CLOSE DATE: 26 NOV 10

AOC/MOS: 00F4/ MOS IMMATERIAL

EARLIEST FILL: TBD

MIN-MAX GRADE: E6- E7

MEMBERSHIP RESTRICTED TO: MALE/FEMALE

MINIMUM ENLISTED QUALIFICATION REQUIREMENTS

- 1. Selected Soldier must be available to attend the IG school 24 January 2011- 11 February 2011. If PCS is required for assignment, the Soldier will not PCS until successful completion of the US Army IG school.**
2. Must meet medical standards IAW chapter 3 and 4, AR 40-501 as appropriate. Must meet Army Physical Fitness standards IAW FNG PAM 350-41-9 and height and weight standards as prescribed by AR 600-9.
3. Must have sufficient time remaining (ETS)/(MRD) to permit completion of tour of duty.
4. Individuals should possess a security clearance for this full-time position. Selectees who require a National Agency Check (DIS Form 1 (9-72) or MEPCOM Form) will have an investigation initiated immediately upon entry into the program. If the results of the investigation are unfavorable or appropriate clearance is not granted, individual's AGR tour will be immediately terminated.
5. Must not be under a current suspension of favorable personnel action (flagged).
6. The Florida National Guard is an Equal Opportunity Employer and all qualified applicants will receive consideration for this announcement without regard to race, color, religion, national origin, or gender.
7. Candidates will be evaluated on the basis of their education, experience, training, and performance. Consideration will be based on available information contained in the individual's application, with attachments as developed by this office. Applications are now being accepted for the Title 32, USC 502(f) AGR Tour. Length of Tour: 3 years in duration, contingent upon satisfactory performance and the recommendation of the tour continuation board. **Service beyond 3 years is contingent upon an IG extension approval by the The Adjutant General and The Inspector General.**
8. Incumbent must be assigned to the military position by para/line as specified by the AGR Staffing Guides.
9. Duty Description (Inspector General Inspection NCO): Serves as the Administrator to the IG office and as an Assistant IG. Responsible for budget, property, post, key custodian, GSA and file maintenance and other administrative duties. Processes Inspector General Action Requests (IGARS) from over 11,500 Soldiers and Airmen, state employees, civilians, retirees and family members of the Florida National Guard; identifies and reports significant trends; assists in the conduct of investigations and inquiries; plans, coordinates and conducts IG special inspections; assists in enhancing unit war-fighting capabilities through oversight of the FLNG Organizational Inspection Program (OIP); teaches and trains Soldiers, supervisors, and commanders on systems, policies and procedures. Completes other duties as assigned.

SEE REVERSE FOR APPLICATION INSTRUCTIONS

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APPLICATION INSTRUCTIONS

Submit applications to: Florida Army National Guard, Attn: HRO-AGR, P. O Box 1008, St. Augustine, FL 32085.

Submit overnight applications to: Florida Army National Guard, Attn: HRO-AGR (ARMY), 82 Marine Street, St. Augustine, FL 32084.

Applications received after the Close of Business (COB) on the closing date indicated will be returned without action. Failure to submit the minimum documentation will cause your application to be returned without consideration for the position. **NOTE: Applications WILL NOT be returned.**

1. **NGB FM 34-1** - ONE signed original and ONE signed copy (TWO TOTAL) (Application for Active Guard Reserve (AGR) Position). Ensure an explanation is attached for required answers given in Section IV.

2. **DA Fm 2-1**- Updated copy that has been certified by the unit administrator.

3. **NGB Fm 23** – Retirement Points Statement (RPAM) - all Army National Guard Soldiers will submit a copy. See your unit for this document.

4. **DD Fm 214**- all copies ever received and any other official documentation to verify active service. The form must be the member's #4 or a copy which includes the bottom portion of the document indicating the reason for Release from Active Duty (REFRAD) and the RE (reenlistment) code.

5. **For positions advertised as SFC and above**, all on board FLARNG applicants must ensure a recent (**within 2 years**) Official DA Photograph is uploaded into your iPERMS account. All Photographs must be IAW AR 640-30. **Unless an exception is given before the application closing date, packets or iPERM accounts without a DA Photograph will not be considered.**

6. **Resume** (optional) and/or statement of civilian/military experience and education may be submitted with your packet. Your packet will not be disqualified if you choose not to include a resume, however including one is highly recommended and will be to your benefit. Ensure to focus on official military training when the standards were exceeded and explain any particular item the board may question.


7. **NCOERS** - Copy of latest ten (or all that you have received). Any gaps in the rating period must be explained in a NCOER explanation memorandum that must include the UIC and command.

8. **Letters or Recommendation** (optional) signed by a SGM / CSM / CW4 / or LTC or above.

9. **IMR Record** - Individual Medical Readiness located at

<https://apps.mods.army.mil/medpros/mymedicalreadiness> reflecting current favorable PHA in accordance with (IAW) AR 40-501, Chapter 3, conducted within 12 months prior to initial entry into the AGR Program. Commanders may submit requests for waiver verifying the unit's inability to obtain a PHA within the prescribed timeline; if selected for an AGR hire, an updated PHA must be obtained before the initial start date. Include copy of DA Fm 3349 if on profile.

10. **DA Fm 705** - PT scorecard (within 18 months).

11. DO assemble all documents in a single neat stack, with single sided white paper in the same order as stated in items #1 through #10 above and bind together with a binder clip. 

12. **DO NOT** forward packets in any type of a document binder or folder. **DO NOT** use document protectors, staples or paper clips. **DO NOT** use tabs of any kind. **DO NOT** use colored paper to separate documents. **DO NOT** send double sided images.

13. Packets will NOT be accepted via email except for Soldiers deployed OCONUS. **OCONUS soldiers submit your packet to: tiffini.savage@ng.army.mil.**

14. Include only your **AKO email address** (*personal emails will not be responded to*) on the NGB Form 34-1 (handwrite on top of form) and on the resume. You will be notified of the board results by email.

15. If any of the above listed documentation is not included in your application, your packet will NOT be considered. If you do not have a specific document or have any questions, please call your unit Full Time Unit Support for guidance prior to submitting your packet.